

Environmental Protection Agency Region 7 Internship Program

Targeted Brownfields Assessment (TBA) CERCLIS Data Entry

EPA Region 7's Emergency Response and Removal North Branch, located in Lenexa, KS, is seeking a volunteer intern who is motivated, hard-working, and interested in helping the EPA protect human health and the environment.

Under limited supervision, the intern will review Targeted Brownfield Assessment reports and complete the forms for sites to be entered into the Comprehensive Environmental Response, Compensation, and Liability Information System (CERCLIS) and Superfund Document Management System (SDMS) databases.

The CERCLIS Public Access Database contains a selected set of "non-enforcement confidential" information and is updated by the regions every 90 days. This database includes lists of involved parties (other Federal Agencies, states, and tribes), Human Exposure and Ground Water Migration, and Site Wide Ready for Reuse, Construction Completion, and Final Assessment Decision (GPRA-like measures) for fund lead sites.

Requirements:

Applicants must be:

- Enrolled at least half-time in an accredited trade school, technical or vocational school, junior or community college, four-year college or university, or any other accredited educational institution. **Note:** students must be enrolled for the next semester if volunteering over the summer or winter breaks. Students are eligible to participate during the school year if available and enrolled at least half time.

Time commitment:

Approximately 16 hours per week for 3 months. Scheduling and start date are flexible and are based on the students availability.

Desired Qualifications and Skills:

- Computer skills – Microsoft Office and working with database programs
- Ability to synthesize pertinent information from reports and transfer it into appropriate forms for records management.

What will be learned:

The selected intern will become familiar with the types of contamination and mitigation activities at various TBA sites in Region 7. They will also become familiar with Site Assessments, Sampling, reporting, and the CERCLIS and SDMS databases used to store site information.

Compensation:

This volunteer internship is unpaid; however, we will provide you with an office phone and computer. Volunteer interns may be eligible for subsidy reimbursement for the use of public transportation.

Benefits of EPA Internships:

- You will have an opportunity to work with scientific, environmental, and government experts responsible for protecting human health and the environment.
- You will learn about how the federal government operates and have the opportunity to participate first-hand in important and meaningful work products.
- You will participate in an EPA orientation session, have the opportunity to attend training sessions known as brown-bags, and receive an EPA mentor/coach.

How to Apply:

To apply to this volunteer internship opportunity, e-mail the following information to R7internships@epa.gov by August 9, 2013:

Students

Cover letter (including dates, hours, and duration available)

Resume

Proof of Enrollment

Transcript

Letter from School (verifying that opportunity will further the intern's education goals)

If you need a reasonable accommodation due to a disability in order to apply for this position, please contact R7internships@epa.gov .

This volunteer opportunity will be open until August 9, 2013, but may close sooner depending on the quantity of applications received. Applicants selected for the position or for an interview will be notified.